



Club and Just for Schools Member Handbook

Your guide to competition

Welcome

Welcome

British Showjumping's '*Just for Schools*' (JFS) and Club memberships means so much more than first meets the eye – the opportunities are many and there are enormous benefits for everyone.

Now you have made the jump, you will find this Handbook an essential guide to competing in Club & JFS affiliated showjumping competitions. In addition to assisting you through all stages of competition, it will also give you further information on what British Showjumping has to offer.

JFS and Club memberships have been designed to give you the opportunity to compete at show centres of a high standard, offering professionally built courses ranging from 60cm -1.00m for Club and 60cm - 1.10m for JFS.

As you get prepared for your first competition and your future as a British Showjumping member please be assured that you do it with our full support. If you have any questions or concerns, the Shows Team at Head Office will be able to assist you as will your designated Development Officer.

Don't forget to opt in to electronic communications (ElecCom) via our website so that we can keep in touch!

Contacts

British Showjumping
Meriden Business Park
Copse Drive
Meriden
West Midlands, CV5 9RG

Tel: (024) 7669 8800

Fax: (024) 7669 6685

www.britishshowjumping.co.uk



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NB. The Handbook is correct at time of publication and is subject to change. Please refer to the British Showjumping website for the most up to date version: www.britishshowjumping.co.uk

Cover Image: Ronie Thomas & Didi II - 70cm Just for Schools Individual Champions 2018

Membership Categories

Club Membership

Fee - £30 for horse/pony and rider.

Club membership offers fantastic opportunities to any horse/pony and rider combination who have no registered results at National Amateur 85cm, Senior British Novice, Stepping Stones, Pony British Novice or above over the past three years. So even though your horse or pony may have some winnings on his/her record, if you are a new rider it doesn't stop you joining as a Club member.

As a Club member you will be competing for league points rather than prize money. You have the opportunity to focus on heading your regional league and qualifying for the National Championships. This makes Club Membership a brilliant starting point for anyone making the step into affiliated competition.

You don't even have to be a member to give a Club class a go and if you find you enjoy it, you can join within seven days of the competition to gain your Club points.



'Just for Schools' Membership

Fee - **Team** - £30 including individual members registration. **Individual** - £30 for an individual if not already a member of British Showjumping, The Pony Club or British Riding Clubs.

A School or College team can be made up of three to four team members (in accordance with Rule 281 of the National Member Handbook), which can be interchanged throughout the year. Along with each team application form please submit an individual application form for each horse/pony & rider as well.

Riders who are members of British Showjumping, British Riding Clubs or Pony Club can register as an individual for free but you do need to complete and return the '*Just for Schools*' membership form within seven days of competing. If you are not a member of any of the above you can join for just £30.

National Membership

For all other National affiliated competitions you need to be registered with British Showjumping on a National membership or you need to compete on a 'ticket to ride'.

'*Just for Schools*' and Club memberships do not allow you to compete in the National classes.

Please remember to ALWAYS enter with both yours and your horse/pony's membership numbers at the shows to ensure all your results are graded correctly.

Competitions Structure

Competition Structure

Club - There are classes at 60cm, 70cm, 80cm, 90cm, & 1.00m. These heights are then split into leagues, with placing points being split into Juniors (16yrs & under) and Seniors. These leagues are then split down further into regions. You can compete and collect league points in any region and the points will go towards your relevant league table to ultimately qualify for the National Championships

'Just for Schools' - There are classes at 60cm, 70cm, 80cm, 90cm, 1.00m & 1.10m. These heights are then split into national leagues, with horses and ponies competing together. You can compete and collect league points in all regions to go towards your relevant league table and qualify for the Championships. Competitor's scores on the team competition will also count as their individual score.

For both JFS and Club competitions prize money is not graded. It is at the venues discretion if any prize money is paid out and to which placings, prizes in kind are encouraged.

Points

As a JFS Individual or Club member, you will be competing for points. The number of placing's will be dependent on the number of registered starters; 1 in every 5 starters will determine how many placing's will be given. This points system does not apply to JFS Team placings.

The points system will take the following format;

1st Place	12
2nd Place	10
3rd Place	8
4th Place	6
5th Place	4
6th place	3
Double Clear	3

If you jump a double clear, irrespective of the number of starters, you will gain 3 points. JFS Team's who finish on a 0 score will also gain double clear points irrespective of the number of starters.

It is these points that are reflected on your relevant league table, for your chance to compete at the Championship Final!

League Tables

The league tables illustrate where the horse/pony and rider combination rank. This will give you a focus point of where you need to be in order to qualify for the Championships. All League tables are available for viewing on the British Showjumping website under 'Leagues' and all leagues run from the 1st July - 30th June annually.

Club league regions are defined by your postcode and are illustrated below:



Championships and how to qualify

Championships

'Just for Schools'

For JFS members there are two championships to aim for:

Summer Championship

The Summer 'Just for Schools' Championships are held annually at the British Showjumping National Championships in August and there are two routes of qualification:

1. Leagues Tables - The top 8 teams and top 10 individuals from the league tables in each height category will qualify.
2. Direct Qualifiers - There will be direct qualifiers held around the country and there is no restriction on how many you may attend. The top team and top 3 individuals in each height qualify, disregarding those already qualified. All combinations must complete the course in single phase competition or first round under table A7.

Riders can qualify as an individual and as part of a team. Qualifications will also pass down the leagues with regards to teams and individuals that have already qualified.

Winter Championships

The Winter 'Just for Schools' Championships are currently held at Wales and West Showground, Cricklands in March, annually.

Qualification for these Championships is simple as all combinations & teams with points on the 'Just for Schools' league tables by the end of January will be invited to compete in the Championship classes. This means that to qualify, riders/teams just need to gain a placing or double clear from a 'Just for Schools' competition. (subject to review each year).

Club

National Championship

The Club League Championships are held at the British Showjumping National Championships in August. The top 20 combinations from the league tables in each height category will qualify for these Championships. Para riders can also gain points at Club shows which will qualify for Para Showjumping ranking list. For further details please visit www.britishshowjumping.co.uk.

'Just for Schools' and Club members can qualify in up to two consecutive height categories. If riders have qualified in more than two heights they will be qualified in the bigger two heights. This applies to both team and individual qualifications.



Image: - Aoife Rew & Drishoge Lotto
1.00m Junior National Club Championships 2018.

Eligibility

'Just for Schools'

- Open to riders aged 5 - 19 years-old. A riders age is taken from the year in which the rider reaches this age.
- Riders are eligible to compete on horses from 1 October in the calendar year in which the age of 11 is reached.
- Riders may not compete in classes above 90cms in height before the calendar year in which they turn 8 years-old.
- There is no age restriction on riding a pony.
- Horse/Pony and rider combinations that have received Gold League British Showjumping points are ineligible for 60cm, 70cm, 80cm and 90cm classes.
- Riders must be in full time education at the School or College they represent.
- If riders change institutions throughout the year they can compete for their new school but can only represent one school at the Championships.
- Riders may not ride two horses/ponies in the same team. One horse/pony cannot be ridden by two separate riders in the same class.
- All riders in the JFS championship team must have competed for the same team in at least one competition throughout the league period (July - June).
- Stallions are not permitted to compete in Just for Schools classes.

Club

- Open to riders of any age.
- Riders are eligible to compete on horses from 1 October in the calendar year in which the age of 11 is reached.
- Riders may not compete in classes above 90cms in height before the calendar year in which they turn 8 years-old.
- There is no age restriction on riding a pony.
- If a combination are registered nationally

and have results at National Amateur 85cm, Senior British Novice, Stepping Stones, Pony British Novice or above within the past three years then they cannot be registered as a Club member.

- Stallions are not permitted to compete in Club classes.

Gaining Points

There are different ways a class can be run in order for you to gain points. Places are decided by those with the least faults and quickest time over the timed part of the course. Team results are always based on the total faults for the best three combinations over all sections. If there is a tie on penalties, these combinations times are then added together. Points are allocated on horse/rider or pony/rider combination. If a combination are jumping a Club and JFS combined class they only have to jump the course once but can gain points for both leagues. If a combination compete in more than two consecutive height or non-consecutive height classes per show day only the points from the bigger classes will be graded (excluding clear rounds).

Classes can be run under three formats;

A7:

This is one round with a jump off. All competitors complete their first round and those with equal penalties for first place (least faults) qualify to go into a "Jump Off" round. This is a shortened course against the clock. Lower placings will be decided by penalties and time from the first round.

JFS Teams sharing first place after the first round will jump-off against the clock over a shortened course, all members of a team may take part in the jump-off. The winning team is then the team with the least faults and quickest time collectively, lower placings are again decided by the combined faults and time from the first round.

Rules

Single Phase:

The course is split into two sections with 5 - 7 fences in each section, the second section is timed and faults are accumulated over both sections. Unless eliminated or retired, competitors complete both sections. Team scores are decided by the total combined faults of the best three combinations (over both sections), along with the time taken by all three riders in the second section.

Two Phase:

Not used for JFS classes. This competition also comprises two phases, the first phase is a course of 7 to 9 obstacles, the second phase takes place over 4 to 6 obstacles. Competitors who receive faults in the first phase of the course do not continue to the second phase and are halted by the bell after they have jumped the last obstacle of the first phase. Those who do not receive faults in the first phase continue straight through to the second phase which is timed.

It is at the discretion of the show as to which table of competition they choose to run.

Heights in the jump off or second phases can be a maximum of 5cm higher than the first round. Horses and ponies can only compete once in each class.

Faults

Knock down – 4 faults

First refusal – 4 faults

Second refusal (anywhere on the course) – 8 faults

Third refusal (anywhere on the course) – Elimination

Fall (anywhere on the course) – Elimination

Exceeding the time limit - Elimination

Retire - Retire

If a team rider is eliminated in the first round they are permitted to compete in the second round. If two or more team members are eliminated in the



first round or one team member from a team of three, the team is eliminated and cannot continue into the second round.

Time

The time allowed will be based on a speed of 300mpm. Every commenced period of one second in excess of time allowed will be penalised by one time penalty. The time limit is twice the time allowed, exceeding this will incur elimination.

The Course

Water trays and triple combinations are not allowed. Horses and ponies jump the same course. All classes may include up to two doubles with a vertical as the second element, set on one or two non-jumping strides measured on a horse distance. There must be no related distance less than five strides on the approach or following a double. There should be no three stride related distance anywhere on the course.

Objections

For any objection to a result please refer to Rule 198 in the National Handbook. This procedure should be followed for all objections.

Preparing for your first competition

Before the competition

Before each event we advise that you check with the show centre to ensure the show is still running. If any cancellations are made, you will most likely find a notice on the British Showjumping website or alternatively by contacting the Show Secretary directly. Organising your route in advance, and an alternative route, is a good way to ensure you have plenty of time to familiarise yourself with the venue, enter for your classes and warm up before you are due to go in to the arena. There is nothing worse than turning up late and rushing to get ready, as neither you or your horse will be as focused as you can be.

Be prepared, clean your tack and boots, and ensure all your clothes are to hand and ready to go before hand.

What will I need?

Equipment Checklist	✓
Passport	
Handbook	
Grooming Kit	
Travelling rugs, boots and tail guard	
Water Container and water	
Buckets	
Sponges	
Hay/Haylage and Hay nets	
First aid kit – Horses and Human	
Tack	
Rider competition clothing	
Food and Drink	

What can I expect during the day?

On arrival at the show you will need to report to the Show office to enter each of the classes you wish to compete in. Remember to take your membership cards and horse's/pony's passport with you. On completion of entries you will be given a number specifically for you and your horse/pony.

Some shows may require you to add your number to the board in the practice arena when you are ready to go. It is always advisable to ask the Show Secretary on entry if you need to do this or not. The practice arena will be available for you to warm up with other competitors during the day.

Ensuring you are available to walk the course will also help you to be prepared and give you the best chance of jumping clear. When walking the course we advise that you walk the line you plan to ride and take note of the fence numbers so you don't miss one out & where the timing equipment is. It's always worthwhile watching a few rounds before you're due to go in if you can, just to remind yourself of the course.

After the Competition

Following a show you may want to allow yourself and your horse a rest day before starting again.

During this time it is worth reflecting on your performance and what you could work towards improving the next time you compete. If you are unsure of any particular area or feel you need help, it may well be worth booking a session with one of our British Showjumping coaches as they can help you prepare for your next outing. A list of these are available on our website under 'Training' should you wish to look for a coach local to yourself.

Preparing for your first competition

What Can We Wear?

When competing at a British Showjumping event it is important that you and your horse/pony are suitably dressed and equipped to adhere to our rules. Below gives a dress code overview of what you are allowed to wear. For details of what your horse/pony is allowed to wear please see the National Members Handbook, Rule 102, which can be downloaded from our website.

- **Hat** - with chinstrap properly adjusted and fastened, meeting one of the following standards: British - All PAS 015, VG1 - provided they are BSI Kitemarked European - VG1 - provided they are BSI Kitemarked American - all SEI ASTM F1163 04a onwards and SNELL E2001 Australian & New Zealand - AS/NZS 3838 2003 onwards.
- **Jackets** - traditional style tailored jackets in dark colours, traditional tailored hacking jackets, new style jackets as approved by British Showjumping.
- **Shirts** - shirts may have long / short sleeves and must have a white collar; long-sleeved shirts must have white cuffs. Ladies may wear shirts with high white collars without a stock. Coloured ties or stocks may be worn with hacking jackets. Shirts must be properly done up at all times. School jumpers/colours are allowed to be worn by JFS competitors.
- **Breeches/Jodhpurs** - Must be white, pale yellow, beige, grey or fawn in colour. Black or Navy are not allowed.
- **Boots** - all footwear must be black or brown including traditional riding boots, leather jodhpur boots with plain black or brown leather "gaiters." Pony riders may also wear plain black or brown half chaps.
- **Gloves** - optional
- **Body Protectors** - optional but if an inflatable body protector is worn a BETA approved body protector must be worn underneath.
- **Hairnets** - in the interest of safety it is advisable that long hair should always be tied back.
- **Spurs** - please refer to the National Members Handbook for rulings.
- **Whips** - please refer to the National Members Handbook for rulings.
- **Jewellery** - worn anywhere on the body can increase the risk of injury, riders are strongly recommended to remove all jewellery

For more information on rider wear, please see Rule 101 in the National Members Handbook, which can be downloaded from our website.

‘Enjoy yourself whilst remembering to breathe. Don’t worry if you knock a pole down - we all do!’

Development Officers

Development Officers

There are six Development Officers spread throughout Scotland, England and Wales. You are likely to see the Development Officers at various competitions, events and training and they will be happy to help with any queries or problems you may have. The contact details for your Development Officer are below, so please do not hesitate to get in touch with them. Within each region there are a team of volunteer representatives that work pro-actively along side the Development Officers to organise various events and training. All areas within the regions can be found in the regional section of our website, along with the details of all area committee's.

Meet Your Development Officers;



Scotland
Lucy Moss
07584 706458
lucy.moss@britishshowjumping.co.uk



Northern
Melanie Scott
07584 706459
melanie.scott@britishshowjumping.co.uk



Wales & West Midlands
Paul Nicholson
07584 706460
paul.nicholson@britishshowjumping.co.uk



East & East Midlands
Ruth McKiernan
07584 706461
ruth.mckiernan@britishshowjumping.co.uk



South West
Anne Newbery
07584 706463
anne.newbery@britishshowjumping.co.uk



South East
Peter Hurley
07584 706464
peter.hurley@britishshowjumping.co.uk

At a competition

No competition could take place without the assistance of numerous professional and voluntary individuals. Their contribution and dedication to the sport is invaluable so please treat them with the respect they deserve.

At each show there will be Officials whose core focus is to ensure that the show runs as smoothly as possible, offering you a fair and safe environment in which to compete.

British Showjumping Judge – responsible for the conduct of the competition, ensuring British Showjumping Rules are upheld and completed results are submitted to British Showjumping.

Course Designer – responsible for designing the course, supervising the building of the obstacles and measuring the course.

Show Secretary – takes entries for the competition.

Stewards – attend shows in order to observe and regulate the conduct of members.

‘Your
Development
Officers are only
a call away and
are there to help
you!’

Training

Here at British Showjumping, we care and encourage training for everyone at all levels. As a member you can join in with all our training opportunities, these are:

- British Showjumping Coaches
- Junior and Senior Academies
- The NAF British Showjumping Five Star Award

British Showjumping Coaches

The British Showjumping Coaching Certificate (UKCC endorsed) has helped grow our list of Coaches and ensures all of our coaches are fully qualified, DBS checked and up to date with first aid, child protection and insurance. As well as being committed to annual CPD. We find out all this information so you don't have to worry. All you have to do is telephone them and arrange a time to suit. A full list of coaches can be found on our website or the National Members Handbook.

Academies

It's often said that from little seeds big acorns grow and it takes only a quick look at the number of academies sprouting up all over the country to see what a success story this exciting initiative is.

Both the Junior and Senior academies provide progressive coaching rather than one off training sessions, using experienced British Showjumping Coaches. The aim is to significantly improve the riding skills and horse knowledge of the members in order to make them more competitive in the sport of showjumping. This is also a great place to work through the NAF Five Star award booklets.

We have academies based all over the UK that run training sessions on a regular basis. You can attend any academy even if you are not in that specific area, as long as you are happy to travel. There are no limits to the sessions which you

can attend and for most training sessions you will have to book onto to ensure you have a space on the day.

Through the academies you also get the chance to compete against other teams in an inter academy competition which is run on an annual basis. The academies are not only educational but provide a good social group which allow you to get to know others on the show circuit.

National Junior Members also get the chance to become a NAF Shining Star. Nominations are made by the academies Lead Coach, giving you the chance to be one of the named winners each month.

More details about academies can be found on the website or speak to your Development Officer.



NAF British Showjumping Five Star Performance Awards

NAF British Showjumping 5* Performance Awards

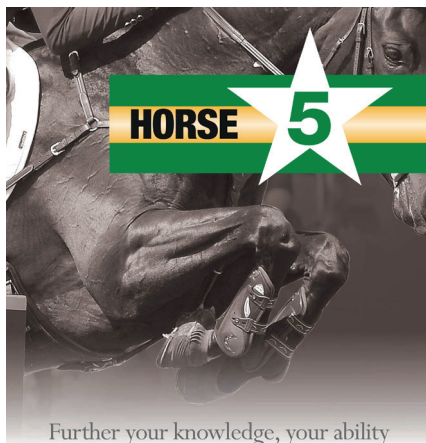
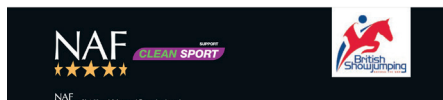
The NAF British Showjumping Five Star Performance Awards Programme delivers comprehensive training and a positive structure. With a series of progressive standards, the 5* Award Programme provides clear goals and competencies for all levels and abilities to strive for.

There is no time limit to work through an award but to achieve the relevant star level you need to have all the criteria signed off by a British Showjumping Coach. You will then receive prizes such as NAF products or free National membership depending on the star level.

Coaches will need to see you demonstrate the criteria, question your understanding and you should have completed answers to the questions for the star level in which you are studying.



Further your knowledge, your ability
and your enjoyment of your sport.



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and your enjoyment of your sport.



Signing up for the 5* way of training is straight forward and simple. The first step is to seek friendly advice from a British Showjumping Coach who will help you assess the level most appropriate to your current ability, then contact the British Showjumping Sport Team for your booklet.

The awards are progressive so it's important not to miss out on the foundations.

In addition to the training exercises there are sections for stable management, exercising, shoeing, rules, competitions and a space to list your contacts for vets, farriers and insurance.

Take your log book to each training session and your coach can sign-off the relevant criteria you achieve, monitor your progress and discuss the key areas for long-term all-round development. Your log book will act as a record of your own personal journey and turn into a wonderful reference of the growing skills and confidence of you and your horse/pony.

Clean Sport

At British Showjumping we are committed to ensuring the welfare of the horse is paramount as well as taking all possible steps to make certain that when competing in Showjumping it is a level playing field for all.

Therefore when becoming a British Showjumping member you are agreeing to be bound by the British Equestrian Federations Anti-Doping Rules (BEFAR).

Under these rules the rider of the horse/pony will be held accountable for any BEFAR regulation violation, this is true even if he or she is using a borrowed horse. Where the rider is aged under 18 a parent/ guardian will be held responsible.

What should you know?

You need to be familiar with the Equine Prohibited Substance List which details exactly what is banned under these rules. The Equine Prohibited Substance List is split into two sections, Banned Substances and Controlled Medication Substances. Substances found on either list are not allowed but incur different penalties.

Riders also need to be aware of the Anti-doping list for prohibited substances for riders, substances can be checked on the UKAD website - www.ukad.org.uk/medications-and-substances/prohibited-list/

What should you do?

Know exactly what your horse/pony is being given. Keep a medication log book for your horse and make sure it is clean at the time of competition. Speak to your vet and find out how long medication is likely to stay in your horses system.



REMEMBER: ANY HORSE can be tested at ANY COMPETITION and if you are found to be in breach of these regulations you could be **SUSPENDED** from ALL BEF MEMBER BODIES for up to TWO YEARS and receive a considerable fine.

For more information on this including BEFAR Rules in full and the Equine Prohibited Substance List, please go to the BEF website (www.bef.co.uk).

Vaccinations & Micro-chipping

Members also need to be aware that all horses/ponies registered to British Showjumping will now need to have up-to-date flu vaccinations and be micro-chipped, spot checks will be carried out. For full ruling please see Rule 41.2 of the National Members Handbook.

Code of Conduct

Code of Conduct

At British Showjumping we ask all those who attend our events to behave in an appropriate manner to ensure the safety and enjoyment for all. The following guidelines are in place for this reason.

In the Practice Arena

(See Rule 122 for more information)

- When warming up/cooling down your horse/pony be aware of the other competitors around you and ensure you pass “left hand to left hand” in the arena when going in opposite directions.
- In the practice arena wings of fences are identified with red or white markings. This is to make sure you jump the fence in the correct direction with the white wing on the left and red wing on the right. An easy way to remember this is “Red for Right”.
- Show Centres often have a practice arena policy in place to prevent overcrowding. Please abide to these policies which are normally displayed around the arena – they are there for a reason.
- Where possible, if you are on foot, please avoid being in the practice arena.
- Do not over-jump or commandeer the practice fence - everyone needs a chance to warm up.
- A minimum of one spread and one upright are provided in each practice arena and only the jumps that have been provided can be used.
- All practice fences need to be able to be knocked down.
- A ground line pole is allowed.
- Sloping poles with one end on the floor are allowed.
- Ensure the practice fences are the correct height. Practice fences are allowed to be 10cm higher than the height of the fences in the first round of the competition in progress.

On the Show Site

- Ensure the welfare of your horse/pony is paramount at all times.
- Arrive in plenty of time to make your entries. It is a difficult task for show centres to keep the show to time and get through everyone. Those who turn up late for their class delay the day for everyone, by ensuring you arrive and make your entries with plenty of time the show can be run more efficiently.
- Have your membership card with you when making entries.
- Know when you are due to compete and make sure you are ready.
- Make sure you are appropriately presented for walking the course and prize giving's.
- Keep your horse to designated areas and away from pedestrian only zones.
- Don't leave litter or muck behind. It is important that we look after our show centres.
- Thank Judges, course designers, sponsors and show secretaries. A thank you is always a great morale boost and without these people the shows could not take place!



Insurance

The following policies are arranged by South Essex Insurance Brokers Ltd. on behalf of British Showjumping with effect from 1 January 2019. South Essex Insurance Brokers Limited are authorised and regulated by the Financial Conduct Authority. Registered number: 479477. This document provides a summary of the cover provided, full policy definitions, terms, exclusions and conditions can be found within the policy wording which is available upon request from British Showjumping. In respect of some classes of insurance, we may operate block insurance arrangements in order to provide competitive terms. On occasions it will be necessary for us to transfer such blocks from one insurer to another where this is beneficial for our members.

Public and Products Liability

Below is a summary of the significant features, benefits and limitations of the cover provided by Markel International Insurance Company Ltd. Registered in England under number 966670. Policy: For full details of the cover including complete terms, conditions and exclusions please refer to the Master Policy document, Policy No. MPEND039A119, issued to British Showjumping.

Type of insurance and cover

Cover is provided in respect of third party liability for Members of British Showjumping to pay compensation including legal costs for:

- Accidental death or personal injury to any person excluding employees and family members.
- Accidental loss or damage to third party material property.

Arising out of the Member's use and/or ownership and/or control of a Horse(s) or Horse drawn

vehicle(s) and direct participation by the Insured in other Horse related activities including Show Jumping and/or taking part in shows.

The duration of this non-investment insurance contract is the date of initial membership to British Showjumping and annually on the 1 January thereafter.

Significant features and benefits

- Cover applies worldwide.
- Indemnity limit £30 million full details of the insurers can be found below.
- Indemnity for any person given permission by the Member to use the Insured's Horse or Horse drawn vehicle.
- The policy extends to include Public Liability cover for a groom whilst working for the Member.

Significant and unusual exclusions or limitations

- The first £1,000 of any claim for third party property damage.
- Excludes any claim arising in connection with racing (other than gymkhana novelty races), point to point or steeplechasing.
- Bodily Injury to any member of the Insured's family or household or to any employee.
- Loss of or damage to property belonging to or in the care, custody or control of the Member or any member of the Insured's family or household or a person in their service.
- Bodily injury or loss of or damage to property arising out of or incidental to any profession, occupation or business of the Insured.
- Use of a Horse or Horse drawn vehicle for hire or reward.
- Punitive, exemplary or multiplied damages .

Significant conditions

- The Member shall exercise reasonable care and shall take all reasonable steps to prevent accidents and to comply with all statutory or other obligations and regulations imposed by any authority.
- In the event of the discovery of any defect or danger the Insured shall forthwith cause such defect or danger to be made good or remedied and in the meantime shall cause such additional precautions to be taken as the circumstances may require.
- If any claim covered by the Master Policy is also covered in whole or in part by any other insurance, the Policy shall apply as excess of, and not as contributory with, such other insurance.



Over 50 years of excellent service

Significant definitions

- 'Member' shall include:
 - Any Member of British Showjumping as described in the Rules of British Showjumping:
 - Normally domiciled in the United Kingdom, Isle of Man or Channel Islands.
 - Normally domiciled elsewhere in the World while temporarily visiting the United Kingdom, Isle of Man or Channel Islands from the time of arrival in the United Kingdom, Isle of Man or Channel

Islands until time of departure therefrom only normally domiciled outside the United Kingdom, Isle of Man or Channel Islands whilst acting as part of an official British Showjumping Team only.

- If required by Law, the parent or guardian of the said Member.
- Horse shall mean any horse, pony, donkey, mule, ass or jennet.

Claims notification (Liability Claims Only)

In the event of a claim or possible claim under the Master Policy, the assured must immediately contact the helpline number on 0345 873 4942. The insured must not admit liability, as this may invalidate your insurance, offer or agree to settle any claim without the Underwriter's written permission.

Law applicable to the contract

U.K. law allows both you and us to choose the law applicable to the contract. The contract will be subject to the relevant law of the United Kingdom, the Isle of Man or the Channel Islands relating to your address as shown in the schedule. If there is any dispute as to which law applies it shall be English law. The parties agree to submit to the exclusive jurisdiction of the English courts.

Complaints procedure

At Pen Underwriting, it is always our intention to provide a first class standard of service. However, it is appreciated that occasionally things go wrong. In a majority of cases the agent who arranged the insurance will be able to resolve any concerns and You should contact them directly in the first instance.

Alternatively You can complain by contacting Pen

Underwriting Limited (as per the contact details below) quoting Your Policy and/or Claim number. We will investigate Your concerns and provide a response as soon as possible.

Address: Pen Underwriting Limited Complaints, 7th Floor, Spectrum Building, 55 Blythswood Street Glasgow G2 7AT.

Telephone: 0141 285 3539

Email: pencomplaints@penunderwriting.com

Further details of Our internal complaint-handling procedures are available on request.

You can also contact Your Insurer, contact details can be found in The Schedule.

Should You remain dissatisfied having received a Final Response to Your complaint and You fit the definition of an 'eligible complainant', You may then be able to refer Your complaint to the Financial Ombudsman Service (FOS). Please note that the FOS allow 6 months from the date of the Final Response to escalate Your complaint to them. Further details on eligibility and the referral process can be found on the FOS Website.

Address: The Financial Ombudsman Service, Exchange Tower, London, E14 9SR.

Telephone: 0800 0234567 (for landline users)

Telephone: 0300 1239123 (for mobile users)

Email: complaint.info@financial-ombudsman.org.uk

Website: www.financial-ombudsman.org.uk

Compensation scheme

The providers of this insurance as defined in this Policy are covered by the Financial Services Compensation Scheme (FSCS). If they cannot meet their obligations You may be entitled to compensation under this scheme depending on the type of insurance and the circumstances of the claim

You are covered for 90 per cent of the claim without any upper limit. However, for compulsory classes of insurance You are covered for 100 per cent of the

claim without any upper limit.

Further information about compensation scheme arrangements is available from the FSCS

You can visit the website at www.fscs.org.uk or write to:

Financial Services Compensation Scheme,
7th Floor, Lloyd's Chambers, Portsoken Street,
London, E1 8BN.

Cancellation rights

This policy does not entitle you to a cooling-off period.

Data protection

PEN UNDERWRITING LIMITED

Pen Underwriting Limited are the data controller of any personal information you provide to us or personal information that has been provided to us by a third party. We collect and process information about you in order to arrange insurance policies and to process claims. Your information is also used for business purposes such as fraud prevention and detection and financial management. This may involve sharing your information with third parties such as insurers, brokers, reinsurers, claims handlers, loss adjusters, credit reference agencies, service providers, professional advisors, our regulators, police and government agencies or fraud prevention agencies.

We may record telephone calls to help us monitor and improve the service we provide. For further information on how your information is used and your rights in relation to your information please see our Privacy Policy: <https://www.penunderwriting.co.uk/Privacy-and-Cookies>. If you are providing personal data of another individual to us, you must tell them you are providing their information to us and show them a copy of this notice.

SEIB Insurance Brokers Limited data privacy notice

Your privacy is important to SEIB. SEIB will process Your personal data in accordance with the applicable data protection law.

The data controller in respect of any personal data which may be held about You or processed is SEIB who You can contact via the Data Protection Officer at South Essex House, North Road, South Ockendon, Essex RM15 5BE or on 01708 850 000 or email dataprotection@seib.co.uk

SEIB process Your personal data for the purposes of offering and carrying out insurance related services to You or to an organisation or other persons which You represent. Your personal data is also used for business purposes such as fraud prevention and business management. This may involve sharing Your personal data with, and obtaining information about You from, SEIB's group companies and third parties such as brokers, loss adjusters, credit reference agencies, fraud prevention agencies, service providers, professional advisors, external independent financial advisers (IFAs) or business partners and SEIB's regulators. In some circumstances the processing may be carried on outside of the European Economic Area where suitable arrangements will be taken to ensure that Your personal information is protected.

Special categories of data

In order to provide Your insurance Policy or when making a claim, SEIB may need to collect or process information relating to Your or a dependant's health or criminal convictions. As this is 'sensitive personal data' SEIB are required to obtain Your consent to process this information. If You do not consent to SEIB processing this information SEIB may be unable to provide Your insurance Policy or process any claim. You are entitled to withdraw this consent at any time. However, withdrawing Your consent may mean SEIB are unable to continue providing Your cover meaning Your insurance Policy may be cancelled. Your Policy terms and conditions set out what will happen in the event Your Policy is cancelled. Where SEIB have Your consent, SEIB may market their services to You or provide Your personal data to their related companies or business partners for marketing purposes. You can opt out of marketing communications at any time by clicking on the link at the bottom of any email or by contacting SEIB.

Excess Public and Products Liability

Insurer – AIG Europe Ltd. Policy No. 24023023

Cover – To indemnify the Insured to the same terms and conditions and exceptions as are contained in the primary policy issued by Markel International Insurance Company Ltd (MPEND039A119) as detailed above on the identical subject matter and risk, but always subject to the Limit of Indemnity and any amending conditions.

Limit of Indemnity – GBP 25,000,000 in excess of GBP 5,000,000 any one occurrence unlimited in the period of insurance for Public Liability and in the aggregate in the period of insurance for Products Liability.

Conditions – To follow the terms, conditions and exceptions of the primary policy issued by Markel International Insurance Company Ltd (MPEND039A119).

Frequently asked questions

- **Do I need to take any documentation to shows?**

Yes, you need to take all your relevant membership cards to ALL British Showjumping competitions, as you need to use these to enter and without these you will not be able to compete. You also need to ensure that you take the passport/s of all horse/s/pony/s you are competing with you to the show.

- **How do I find out my horses competition record?**

You can log into the 'Members Online' section of the website, which you will find under the membership section. Here you will be able to see your horse/s/pony/s competition record.

- **How do I find out where I am on the leagues?**

League tables can be found on the 'Leagues' page of the website.

- **Can Club and 'Just for Schools' members horses be dope tested?**

Yes, any horse competing at a British Showjumping competition is eligible to be dope tested. For more information about the Anti-Doping (BEFAR) rules contact BEF directly or see the website (www.bef.co.uk)

- **How can I get more details on British Showjumping Rules?**

You can download a copy of the Members Handbook containing all British Showjumping Rules from the website.

- **How do I know if I have reached the National Championships?**

You will receive a qualification notification via your Members Online account informing you that you have qualified for any Finals. (Team qualifications will be received via the post).

- **Can another rider register the horse I have registered as a Club Member?**

Yes, a Club horse can be registered with more than one Club Rider.

- **My horse and I are Club members can I compete in National Competitions?**

Your Club membership entitles you and your horse/pony to compete in two National competitions on a free 'Ticket to Ride', however if you wish to compete in more than this you will need to purchase an "Online Ticket to Ride" for £5 which allows you to jump in these competitions as a combination for the day but you cannot be placed. Alternatively you can upgrade to be a National member. (Subject to change).



Frequently asked questions

- My horse/pony and I are 'Just for Schools' members can I compete in National Competitions?

Yes, providing you and your horse/pony have a valid National membership. You can be a National member and 'Just for Schools' member but the points will be separate so won't affect your National points.

- How can I find out what shows are taking place in my region?

You can look at the shows calendar on the website and select either Schools or Club shows as the category.

- If I buy a new horse/pony with National points can I register it as a Club Member?

Yes, eligibility for Club membership is based upon the horse/pony and rider combination, so providing the combination fulfil this criteria the horse can be registered as a Club member.

- A National member wants to compete my Club horse/pony in National competitions, can they do this and will that affect me competing that horse/pony in Club shows?

Yes, providing the National member and Club horse fulfil the specific requirement for the National class they are competing in. As Club membership is based on the horse/pony and rider combination so this will not affect your eligibility to compete in Club competitions.

- I have registered through the office, and I cannot seem to log into my online account, how do I do this?

You will firstly need to register your email address with us and it will automatically generate a password for you, this can be changed by you to something you remember.

If this does not work then please contact the Membership Department to set this up directly.

- If I gain Gold League points at the British Showjumping National Championships, can I still compete in the 90cm Schools Final at the Summer National Championships?

Yes, if Gold League points are gained after the end of the qualifying period (30th June) at the Summer National Championships, a qualified combination can still compete in the 60cm, 70cm, 80cm, or 90cm Schools Final. (Up to a maximum of two heights per combination, which are defaulted to the highest two heights).



Should I upgrade to National Membership?

National Membership

The jump from JFS or Club to National membership may seem like a big one and maybe something you thought you could never achieve?

With that in mind, below is a guide to National membership which illustrates the stage you may like to be before deciding whether it's for you or not.

Question....	Yes or No?	How do I do it?
Do I need to complete a new membership form?	Yes	Download and complete a National membership form then send to British Showjumping by Fax, email or post.
Do I need to register my horse/pony again?	Yes	Download and complete a National horse/pony registration form and send in as above.
Can I do it all online?	Yes	There maybe a few extra documents you will need to post/email into the British Showjumping office, but don't worry; they are documents you should already have.
Will I need to send in original documents even if I sent photocopies with my Club/JFS application.	No	Your horse/pony will need to be microchipped & vaccinated before the application can be processed. We need to see proof of this.

Let's start with registering.....

Registration Checklist

Here is a checklist to highlight the main differences you will see when you register as a National member for the first time.

Vital Information Before You Compete

There are also some other VITAL points you need to know as you think about applying for your National Membership...

YOUR HORSE'S/PONY'S PASSPORT:

Because we use your passport to verify many details about your horse/pony, including it's identification and markings, you need to ensure that the page where the sketch of your horse/pony has been completed has a clear surgery stamp and vets signature on that page, many people mistake this for signature of the breeder. Without a surgery stamp it's unlikely to have been a vet that signed it.

Imported Horses

When upgrading to a National Membership you will need to be aware that imported horses/ponies may be given points depending on their age and experience, to ensure they are competing in the correct classes.

Don't worry this only apply's if your horse/pony was bred in another country or competed in showjumping classes abroad. More information can be found on our website or in the National Members Handbook.

Ok, so your registrations are complete and your membership cards have arrived, how do you know what classes to enter?

Should I upgrade to National Membership?

National Classes

The National class structure is a bit different to the Club and JFS classes you may have already competed in. You now have a lot more options and some amazing opportunities to qualify and jump at top shows, such as Horse of the Year Show.

Prize Money & Points

We will still keep a list of all the results you achieve. Except now you can win and keep a track on both the prize money and points you have also won. The prize money stays with the horse/pony for its lifetime and the points you gain determines the classes in which you are eligible to compete in, on that horse/pony.

Q - *"I've seen a horse's British Showjumping record and it had two lots of points, of different amounts – what do they both mean and why not just have one amount?"*

A - We have two sets of points recorded for every National horse/pony....it may seem confusing, but it's for a good reason. You will see an ACTUAL amount and a POINTS amount for every Nationally registered horse/pony, and here's why...

Actual Winnings - This is a record of what money you actually take home, so however much is awarded to you at the show, on that horse/pony, is what will be added to this total.

Points - This record reflects the amount of points that British Showjumping will grade for each placing in each class, regardless of how much is added to your ACTUAL prize money. You can find graded amounts for every class and every placing in the Member Handbook. It is designed to prevent horses/ponies jumping themselves out of classes before they are ready. Here is an example to show you how it works...



National Class Structure & FAQ's

"Horse A has 0 points and the rider wants to compete in British Novice at 90cms until confident to jump higher. They enter their first British Novice and get a 2nd place with a double clear and win £40. However, the limit of points allowed for competing in a British Novice is only 125, which means if they compete at this show often and keep doing well they may only have a few more chances to compete in this class before they have won 125 points"

Remember.....

It is always your points that determines which classes your horse/pony is eligible for, NOT actual monetary winnings.

British Showjumping will grade, for example, a 2nd place in any British Novice anywhere in the country with just 8 points + 5 additional points (dependant on starters in the class) if you jump double clear - this means Horse A has a lot more chances to compete in this class, no matter how much they win on the day.

NB. Ponies are graded with slightly different amounts – more details can be found on the website via the National Member Handbook.



National Class Structure & FAQ's

Double Clears

The aim of certain National classes is to gain double clears within the relevant qualifying period to qualify towards the Finals in each level, at both senior and junior competitions.

There are also some classes which may hold direct qualification for a second round or Final and all classes gain points towards the respective league tables similar to Club and JFS classes.

League Tables

For both seniors and juniors there are Bronze, Silver and Gold League tables. These will rank you depending on the amount of points you gain from the competitions the same as the Club and JFS leagues. The difference is that the different levels represent the different height classes you are competing in.

Seniors:

Bronze: 90cm-1.10m (inc. 85cm National Amateur Championship Qualifier First Round)

Based on horse/rider combination

Silver: 1.10m-1.35m (if you don't jump above 1.10m you will stay in the bronze league)

Based on horse/rider combination

Gold: 1.35m+ (once you have 5 results at 1.35m or one result at 1.40m or above you will be on the Gold league for 3 years)

Based on rider results

Ponies:

Your age and the pony's height will determine which classes gain you points for which league as below:

Bronze:

128: 70cm-90cm (including Springboard Final & Pony British Novice Final at 95cm)

138: 70cm-95cm (including Springboard 1st Rounds & Final at 1.00m-1.05m)

148: 70cm-1.05m

Silver

128: 95cm-1.05m

138: 1.00m-1.10m

148: 1.10m-1.20m (Including Pony Foxhunter Championship) at 1.25m)

Gold:

128: 1.10m+

138: 1.15m+

148: 1.25m+

Riders ages for each pony height are - 128cm - 12 years and under, 138cm - 14 years and under, 148cm - 16 years and under.(Up to the end of the calendar year in which the rider reaches the relevant age).

National Class Structure & FAQ's

For more information about all the National classes available and what classes have what points limits, or to find out what will be added to your points amount after receiving a placing check the website or Members Handbook for more details.

Don't forget you can always call or email us at British Showjumping to help you answer any questions – no matter how simple you think they may sound.



British Showjumping
Meriden Business Park
Cope Drive
Meriden
West Midlands
CV5 9RG

www.britishshowjumping.co.uk
membership@britishshowjumping.co.uk
02476 698800